



WELCOME TO WOODARD & CURRAN INC.

GSA Professional Services Schedule 00CORP

Contract #GS-10F-0086M

Contract Period 12/07/2001-12/06/2016

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TERMS AND CONDITIONS

- 1a. Table of Awarded Special Item Number(s): 899-1 and 899-1RC, 899-3 and 899- 3RC, 899-7 and 899-7RC
- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in that contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.
- 1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item.
2. Maximum Order: \$1,000,000.00
3. Minimum Order: \$100.00
4. Geographic Coverage (delivery area): FOB Domestic Only
5. Point(s) of production: Same as company address
6. Discount from list prices or statement of net price: Government net prices (discounts already deducted). See the following.
7. Quantity discounts: None Offered
8. Prompt payment terms: Net 30 days
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold: Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: over \$2,500
10. Foreign items: None
- 11 a. Time of Delivery (days): Specified on the Task Order
- 11 b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list," under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor
- 11 c. Overnight and 2-Day Delivery: The Contractor will indicate whether overnight and 2-day delivery is available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for Overnight and 2-day delivery: Contact Contractor
12. F.O.B. Points: Destination
- 13 a. Ordering Address(es): Same as company address
- 13 b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at GSA homepage [gsa.gov](http://www.gsa.gov) Home>Purchasing Programs>GSA Schedules>Schedules Flexibilities>Blanket Purchase Agreements (<http://www.gsa.gov/portal/category/100643>)
14. Payment Address: Woodard & Curran, PO Box 55008, Boston, MA 02205-5008
15. Warranty provision: Contractor's standard commercial warranty

16. Export Packing Charges (if applicable): N/A
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor
18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A
19. Terms and conditions of installation (if applicable): N/A
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from that list prices (if applicable): N/A
- 20a. Terms and conditions for any other services (if applicable): N/A
21. List of service and distribution points (if applicable): N/A
22. List of participating dealers (if applicable): N/A
23. Preventive maintenance (if applicable): N/A
- 24a. Special attributes such as environmental attributes, (e.g., recycled content, energy efficiency, and/or reduced pollutants):
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found. The EIT standards can be found at: www.Section508.gov/.
25. Data Universal Numbering System (DUNS) number: 03-7708708
26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered
27. Uncompensated Overtime (indicate if used):
 - Contractor will accept LH and FFP
 - Government Awarded Prices (Net Prices)

COMPANY OVERVIEW

Woodard & Curran is a 600-person, integrated engineering, science, and operations company. Privately held and steadily growing, we serve public and private clients locally and nationwide.

From our environmental roots to the range of consulting, engineering, and operations expertise we provide today, we work for a diverse clientele - including municipalities, the energy industry, food & beverage manufacturers, colleges and universities, and the real estate community.

Talented people are at the heart of our firm. Our company was founded in 1979 on a simple business concept: provide an enjoyable place to work with opportunity, integrity, and commitment, and we will attract talented people. It happened. At the heart of our company are people who are experts in their fields and passionate about what they do, showing a level of commitment and integrity that drive results for our clients. You experience this power every day in our actions, our solutions, and our promises kept.



Woodard & Curran serves clients locally and nationwide. The firm operates treatment facilities across the U.S. including the states shown in orange.

Commitment evident in personal approach

Our commitment is reflected in the personal attention, collaborative resources, and dedication to results that we devote to each project. We assign the right people with the right expertise to the job, and provide clients with easy accessibility to senior experts.

Our work is characterized by responsiveness, resourcefulness, and willingness to do what it takes to get the job done properly. Examples range from helping communities garner state and federal funding for wastewater treatment system improvement to managing a multi-vendor manufacturing project through a major snowstorm and getting production lines up and running. We are expert at navigating the complexities of environmental regulations and have been involved in transforming many brownfields sites into marketable properties. In defining moments like these, it is commitment that brings our clients results.

Operating with integrity

Our integrity impacts our decision-making at all junctures of our work - from the openness of our communication to the fairness of our prices to placing your interests above our pocketbook. We hire people who share our values of honesty, respect, and fairness and who want to do the right thing. They, in turn, treat everyone - our people, our clients, regulators, and stakeholders - respectfully and honestly.

Full-service firm with multi-disciplined staff

Our integrity and commitment are matched only by the depth of our expertise. Our staff are specialists in their fields, offering in-depth understanding of cutting-edge technology, astute problem-solving, multi-disciplinary engineering, and expert regulatory guidance. The firm has received numerous honors and awards, and we have ranked among Engineering News Record's top 100 environmental firms every year since 2000.

Services to the public sector

We have been serving cities, towns, and state governments for over 30 years. Today, we offer services beginning with studies, concept, and design on through construction and operations to address our clients' solid waste, wastewater, odor and air emission compliance, drinking water, storm water, and civil engineering needs.

These projects often incorporate hydrogeology, Geographic Information Services, and instrumentation and controls. We also offer strong capabilities in health, safety, and security, including vulnerability assessments of public water supplies, emergency planning, and environmental sustainability.

Services to the private sector

Woodard & Curran provides a range of environmental engineering, science, and operations support to companies in the bottled water, pulp & paper, automotive, food processing, pharmaceuticals, electronics, and metals forging industries, as well as to hospitals, colleges and universities, and law firms.

While the range of clients we serve has grown, our work has always been characterized by long-term relationships. Typical projects include compliance and permitting; process and infrastructure improvements; corrective and remedial action; expert witness/litigation support; air quality; and environmental information management. Our private-sector clients also benefit from our services in health, safety, and security, and environmental sustainability.

Operations and Management

Woodard & Curran operates nearly 50 water, wastewater, and groundwater treatment facilities across the U.S. Our O&M specialists focus on contract operations and other O&M assignments for water, wastewater, groundwater, and solid waste facilities.

We design flexible, expandable solutions that keep operations efficient, maximize existing assets, and conserve costs. Our projects have ranged from quick, hard-hitting operational and training assignments to comprehensive plant evaluations and process control improvements to full contract operations.

SIN 899-1 AND SIN 899-1RC: ENVIRONMENTAL CONSULTING SERVICES

For 30 years, Woodard & Curran has partnered with federal, state, and municipal agencies to assist clients in meeting permitting and regulatory requirements necessary to implement new upcoming projects, upgrade or bring into compliance ongoing activities, or assist in meeting regulatory requirements for commercial or industrial sales or closures. Woodard & Curran recently conducted a project review to determine environmental impacts and to identify the scope of NEPA requirements through the U.S. Army Corp of Engineers for a waterfront expansion in the Portland, Maine area. We have also conducted several Massachusetts-based MEPA EIRs.

Woodard & Curran employs its team of scientists, hydro-geologists, geologists, and engineers to determine the sensitive environmental issues surrounding endangered species. A Woodard & Curran project team works to assure the protection of a delicate ecological environment, including collection of grab samples of native species, habitat assessment, complex aquifer modeling, stream modeling, and ecosystem assessments. We follow up our investigation and recommendations with continuous monitoring and reporting, if need be. We have also performed several wetlands assessment, mitigation, and restoration projects using various sampling methods and hydro-geological modeling.

An award-winning project combining both endangered species and wetlands analysis involved the removal of the Edwards Dam on the Kennebec River in Maine under the auspices of the Maine Bureau of General Services, the Maine Department of Marine Resources, and the Federal Energy Regulatory Commission (FERC). Several state, municipal, and local environmental groups were also involved in the process. Woodard & Curran was hired to design, and then oversee construction of the dam removal, which ultimately reopened a 17-mile stretch of river to seven species of native migratory fish. Ultimately, several permit applications, ecological and environmental studies, and several rounds of sampling and analysis were required. All of these were accomplished, to the satisfaction of the groups involved, in less than three months. The removal of the Edwards Dam gained national attention and earned Woodard & Curran a 2000 Grand Conceptor Award.

Woodard & Curran has employed archaeologists and historians on a number of occasions. A wastewater collection project at a wastewater treatment plant in Massachusetts encompassed engineering design, permitting, and EIR investigations under both state (Massachusetts Historical Commission) and federal (Section 106 of the National Historic Preservation Act) regulatory review and approval. We are also in the process of preparing another EIR assessment for the remediation of another site that operated from the 1830s to 1950s in Massachusetts that will involve similar archaeological and historic site investigations as part of an extensive soil and ocean dredging. We will be working with archaeologists to investigate and characterize the historic and archaeological resources on the site under federal and state laws.

Woodard & Curran has spent more than a decade assisting clients in resolving contamination problems and reducing their liabilities. Many of our senior-level staff has been involved in cleanup efforts since CERCLA was established in 1980. Our hydro-geologists, geologists, scientists, and engineers excel at identifying sources of contamination in groundwater plumes, and recommending feasible options for remediation, cleanup, and removal of contaminated soils. Our remediation capabilities include, but are not limited to:

- Consent orders, or other CERCLA/RCRA administrative orders
- State and Federal Brownfield programs
- Property transfer programs
- Underground storage tank programs
- Air permitting and compliance
- NPDES and pretreatment permitting under Clean Water Act
- Engineering Services Covering Sewer, Water, Air Emissions and Utilities

- Backflow Prevention
- Water and wastewater system evaluation and treatment design.

Woodard & Curran's value to its clients facing corrective and remedial actions lies in our integration of migration pathways, the engineering to design remedial systems, and the operations expertise to cost-effectively operate and maintain these systems. We are also internationally respected for our expert witness/litigation team.

Our Service Capabilities include (but are not limited to):

- Remedial investigations
- 3-dimensional modeling
- Risk Assessments (Analysis)
- Feasibility Studies
- Quality Assurance Project Plan
- Expert Witness/Litigation
- Remedial design
- Construction oversight
- Environmental data management
- Industrial hygiene service
- Environmental Assessments
- Sampling and Analysis
- Endangered Species Studies and Surveys
- Water Reclamation and Reuse
- Vulnerability Assessments
- Crime Prevention through Environmental Design Services (CPTED)
- Environmental compliance audits
- Health and Safety compliance audits
- Environmental Management System development and implementation
- Environmental Management System audits
- Environmental permitting
- Environmental plans
- Environmental compliance assistance

In summary, our SIN 899-1 services include all of the following:

- Environmental Assessments and Environmental Impact Statements under the National Environmental Policy Act (NEPA)
- Endangered Species, Wetlands, Watersheds and other Natural Resource Management Plans
- Archeological and/or Cultural Resource Management Plans; Environmental Program Management and Environmental Regulation Development; Economic
- Technical and/or Risk Analysis; and other environmentally related studies and/or consultations

- Homeland Security Studies and Design Upgrades including vulnerability assessments, biochemical protection, identification of threats and protective measures to mitigate the threats and Crime Prevention through Environmental Design (CPTED) surveys
- Environmental compliance assistance, plans, permitting, auditing and management systems.
- Air pollution control technologies and compliance
- Water and wastewater Permitting, Treatment and Compliance.

SIN 899-3 AND SIN 899-3RC: ENVIRONMENTAL TRAINING SERVICES

Woodard & Curran routinely offers training courses in a wide range of areas, including

- water and wastewater treatment plant operations and training
- emergency response,
- hazard communications,
- hazardous materials handling,
- hazardous waste management (RCRA),
- HAZMAT,
- spill prevention, control, and countermeasures,
- storm water management,
- wastewater management,
- process safety management,
- Department of Transportation hazardous materials handling, and
- confined space entry.

Our in-house, multi-disciplinary team of environmental lawyers, engineers, scientists, and information management specialists will assess a client's needs and design training programs accordingly.

We operate nearly 50 wastewater, drinking water, ground remediation, industrial wastewater, and solid waste facilities throughout the United States. Our facility training programs take into account client operational objectives, trainee need-to-know criteria, and relationships between staff performance and operational objectives.

Our courses are offered onsite to increase the applicability of the training to the client's work environment, while decreasing the time employees are away from their regular work. We can also offer training at a remote site of the client's choosing. We assess the format best suited to the audience, whether it involves distributing handouts, presentations, or instruction via individual computers. We provide the more traditional Off-the-Shelf materials such as O&M Manuals, SOPs, and HASP documentation for federal, state, and municipal agencies and clientele. We can provide the client with a customized course development suited to a particular need, and we convert existing courses to electronic media upon request.

SIN 899-7 AND SIN 899-7RC: GEOGRAPHIC INFORMATION SYSTEM (GIS) SERVICES

Woodard & Curran's geographic information systems (GIS) specialists form the core of the firm's information management team. We have developed projects for municipalities and utilities throughout Maine, Massachusetts, Connecticut, and New York. Our work with a privately owned bottled water company takes us throughout the United States. Some of the capabilities of the group include:

- Automated Mapping/Facilities Management
- Database Conversion
- GPS Mapping

- Database Design
- Program Development and Management
- System Administration
- Database Management
- Custom Programming
- Mapping and Cartography
- Asset/Management System
- Inventory Management
- Regulatory Reporting
- Emergency Response
- WebGIS
- SCADA Interpretation
- Emergency Preparedness Planning

Woodard & Curran's GIS team has developed custom-designed information technology for federal, state, and municipal organizations, as well as private concerns. Woodard & Curran has designed a backflow prevention database for the U.S. Navy at a base in Pennsylvania and environmental information management software for U.S. Navy Sub Base New London, CT. For the Pennsylvania Navy Activity, 668 backflow preventers were surveyed in 187 buildings on the base. Four attributes for each device were then recorded and put into a database with the capability of searching and managing the database, which is also linked to CAD drawings to show specific locations within a building. For a Massachusetts municipality, our GIS team used its Septic Tank Management System (STMS) to prioritize its problem septic systems. STMS provides residential flow data for future planning phases, and maintains all CAD design and as-built drawings. STMS supports the client project team in its presentations to the public and regulatory agencies. Project updates will be published on a WebGIS page to keep the public informed. Woodard & Curran has also developed several 911 systems for municipal emergency services. Woodard & Curran provides its GIS services as a stand-alone service or as a piece of a larger whole, integrating the expertise of our design engineers, scientists, and operations specialists.

**LABOR CATEGORIES AND LABOR RATE TABLE ON AN HOURLY BASIS
– VALID THROUGH DECEMBER 6, 2016**

Labor Categories	Year 13 12/7/2013 12/6/2014 Hourly Rate	Year 14 12/7/2014 12/6/2015 Hourly Rate	Year 15 12/7/2015 12/6/2016 Hourly Rate
Senior Program Manager	\$206.88	\$213.08	\$219.47
Senior Technical Consultant	\$208.94	\$215.21	\$221.67
Senior Risk Consultant	\$208.94	\$215.21	\$221.67
Certified Industrial Hygienist	\$137.92	\$142.05	\$146.32
Licensed Site Professional	\$206.88	\$213.08	\$219.47
Project Manager	\$138.92	\$143.09	\$147.39
Senior Project Engineer	\$153.83	\$158.45	\$163.20
Senior Project Geologist	\$153.83	\$158.45	\$163.20
Senior Project Scientist	\$138.45	\$142.60	\$146.88
Senior GIS Project Developer	\$143.22	\$147.52	\$151.94
Senior Regulatory Specialist	\$143.22	\$147.52	\$151.94
Project Engineer	\$114.75	\$118.19	\$121.74
Project Scientist	\$114.75	\$118.19	\$121.74
Project Geologist	\$114.75	\$118.19	\$121.74
GIS Developer	\$114.75	\$118.19	\$121.74
Engineer	\$93.36	\$96.16	\$99.04
Scientist	\$93.36	\$96.16	\$99.04
Geologist	\$93.36	\$96.16	\$99.04
Regulatory Scientist	\$93.36	\$96.16	\$99.04
Designer	\$84.87	\$87.42	\$90.04
Clerical	\$74.26	\$76.49	\$78.79
Graphic Artist / Drafter	\$74.26	\$76.49	\$78.79
GIS Analyst	\$90.18	\$92.88	\$95.67
Senior Designer	\$95.48	\$98.35	\$101.30

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire 00CORP: Professional Services Schedule (PSS) and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

Labor Position Descriptions

GSA Labor category		Minimum College Degree	State or National Board Registrations			Minimum Years of Experience	Key responsibilities
			Active Registered Professional Engineer (PE)	Active Registered Licensed Site Professional (i.e. LSP)	State or National Board Registrations		
P4	Senior Program Manager	BS or BA	Must hold license or registration at minimum one of the above categories			15	Project or Program Director and Technical Specialist in one or more professional areas
	Senior Technical Consultant						
	Senior Risk Consultant						
	Certified Industrial Hygienist						
	Licensed Site Professional						
P3	Project Manager	BS or BA	Must hold license or registration at minimum one of the above categories			6	Manage projects and clients; provide support to lead and project engineers and scientists
	Senior Project Engineer						
	Senior Project Geologist						
	Senior Project Scientist						
	Senior GIS Project Developer						
	Senior Regulatory Specialist						
P2	Project Engineer	BS or BA	Must hold license or registration at minimum one of the above categories			4	Act as responsible engineer or scientist, supervise junior staff
	Project Scientist						
	Project Geologist						
	GIS Developer						
P1	Engineer	BA or BS	Engineer In Training must be attained prior to moving to next level			0	Junior Engineer or Scientist working under the direction of a senior engineer or Project manager
	Scientist						
	Geologist						
	Regulatory Scientist						

GSA Labor category		Minimum College Degree	State or National Board Registrations			Minimum Years of Experience	Key responsibilities
			Active Registered Professional Engineer (PE)	Active Registered Licensed Site Professional (i.e. LSP)	State or National Board Registrations		
P1	Designer	Technical Degree or equivalent experience	Technical Degree or Experience in a particular field			3	Ability to prepare CAD drawings for one or more engineering disciplines
	Clerical	High school				0	Works with Project Manager to produce deliverables, proposals, prepare budgets and schedule work
	Graphic Artist/Drafter	High school				0	Produces engineering drawings, details and related graphics
	GIS Analyst	Technical Degree	Technical Degree or Experience in a particular field			5 except GIS Analyst 1	Ability to prepare CAD drawings for one or more engineering disciplines; or Prepare GIS Systems, or supervise and train others within the Operations group
	Senior Designer						